

## **Chapter 26.19**

### **FINAL PLAT**

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#### **26.19.010      Form of Final Plat.**

(a) The size of each sheet of said final plat shall be sixteen by twenty-two inches. All lots and, wherever practicable, blocks in their entirety, shall be shown on one sheet.

(b) Said final plat shall be accurately, clearly, and legibly drawn in black waterproof India ink or photographed upon tracing cloth or mylar which is a minimum of three thousandths (.003) of an inch thick or its equivalent. Affidavits, certificates, and acknowledgments shall be legibly lettered or printed upon the final plat with opaque ink. Signatures shall be in black opaque ink.

(c) A marginal line shall be drawn completely around each sheet, leaving an entirely blank margin of at least one-half inch.

(d) The final plat shall be drawn to one of the following scales: 1 inch equals 20 feet, 1 inch equals 30 feet, 1 inch equals 40 feet, 1 inch equals 50 feet, 1 inch equals 60 feet, 1 inch equals 100 feet, or any other scale proposed by the subdivider with the approval of the Planning Director. The scale selected shall be sufficient to show all required information clearly, and enough sheets shall be used to accomplish this end.

(e) If more than one sheet is used, the particular number of the sheet and the total number of sheets comprising the final plat shall be stated on each of the sheets; and the relationship to each adjoining sheet shall be clearly shown. If more than two sheets are used, an index sheet the same size as required above shall be included showing, at whatever scale is necessary, the entire subdivision with an indication by the use of dotted lines of the component areas which are shown on the other sheets.

(f) The boundary of the subdivision shall be clearly identified on the final plat. All lines shown on the final plat which do not constitute a part of the subdivision itself shall be clearly distinguishable from those lines which are a part of the subdivision, and any area enclosed by such lines shall be labeled, "not a part of this subdivision." (Ord. 16282 §1; December 14, 1992: prior Ord. 14565 §17; December 15, 1986: Ord. 13157 §38; June 29, 1981).

#### **26.19.020      Certificates and Acknowledgments on Final Plat.**

The final plat shall show the following:

- (a) Owners' acknowledgment and offer of dedication, if any;
- (b) Certificate of the surveyor;
- (c) Certificate of approval by the Planning Director and acceptance of the offer of dedication;

(d) All affidavits, certificates, acknowledgments, endorsements, dedications, and notarial seals as are required by law and the provisions of this title, shall be as approved by the City Attorney. (Ord. 18247 §1; September 22, 2003: prior Ord. 16431 §10; July 26, 1993: Ord. 13157 §39; June 29, 1981: Ord. 11370 §1; May 19, 1975).

**26.19.031 Data Required on a Final Plat.**

- (a) The final plat shall be accurately and legibly drawn and shall show the following:
- (1) All survey and mathematical information with sufficient linear, angular, and curve data necessary to locate all existing and placed monuments and stakes, and to locate and retrace all lots, blocks, and parcels within the subdivision, and the boundary of the subdivision. Where the land being subdivided abuts on an existing plat, the distances, angles, and bearing of all common lines and the street centerline points shall be shown and any differences in measurements so noted.
  - (2) All dimensions on the final plat shall be to the nearest one-hundredth (.01) of a foot with such other information necessary to reproduce the final plat on the ground.
  - (3) Lot, outlot, and block lines. All such lines shall be shown and dimensioned.
    - (i) Where such lines are curved at street intersections, the length of tangents shall be shown.
    - (ii) Where such lines abut curvilinear streets, chord or arc distances shall be shown and noted.
    - (iii) All angles of deflection or bearings of such lines other than those which are at right angles to the centerline of a street or on a radial line of a curved street.
  - (4) Lot, outlot, and block identity. Within each block all lots shall be numbered in sequence, beginning with the number one and continuing consecutively throughout each block with no omission or duplication. All blocks shall be numbered in the same manner. Outlots shall be assigned an alphabetical letter beginning with the letter "A" and continuing consecutively through the alphabet. The proposed use of the outlot shall be designated on the plat.
  - (5) Areas to be dedicated or reserved for public use. For streets, private roadways, and other public ways within and adjacent to the subdivision, the location, name, centerline, centerline radius, length, and interior angle of horizontal curves, tangent length, and width. All areas shall be located and identified which are to be dedicated or reserved for public use, including park land and other public areas. All such parcels shall be outlots except streets dedicated to the public. A clear distinction shall be made as to which parcels are to be dedicated to the public from those parcels to be privately owned but reserved for public use.
  - (6) Location, width, and purpose of all required easements for storm drains, overland stormwater flow routes, flood corridors, detention/retention facilities, wastewater collectors, water mains, other public utilities, and other easements for public use.
  - (7) The elevations of any building or structure along flow routes indicating that no opening in the building or structure is subject to flooding at the post development flow route elevations.
  - (8) The location and identification of all section corners, section lines, monuments and stakes found and placed. The boundary lines shall be located in reference to existing official monuments. Describe the stakes, monuments, or other evidence used to determine the boundaries of the subdivision.
  - (9) The number of acres, the total number of lots and outlots within the subdivision, and the lot area in square feet for each lot and outlot.

- (b) The following data shall be shown on each sheet of the final plat:
  - (1) The name of the subdivision. The use of first (1st), second (2nd), third (3rd), etc., for additions or subdivisions shall be made in sequence but only if the final plat is located adjacent to a plat with the same name.
  - (2) Scale.
  - (3) North arrow.
  - (4) Sheet number and the total number of sheets comprising the final plat.
  - (5) The name and number of the preliminary plat upon which the final plat is based.

This information shall appear directly beneath the name of the final plat.

- (c) A blank space at the top of the first page which is at least two and one-half inches by six and one-half inches in size. (Ord. 18502 §16; February 14, 2005: prior Ord. 17814 §1; March 19, 2001: Ord. 17617 §4; February 22, 2000: Ord. 16980 §1; May 6, 1996: Ord. 13157 §40; June 29, 1981).

#### **26.19.035 Additional Information Required.**

Accompanying the final plat submittal, the following information shall be submitted:

- (a) A statement from the subdivider indicating:
  - (1) Any interest the subdivider has in the land surrounding the final plat and the nature of such interest.
  - (2) All requests to be submitted to the city for use permits, special use permits, planned unit developments, changes of zone, and vacations which are required to complete the development.
  - (3) The name, telephone number, mailing address of the subdivider, record owner, and any other person the subdivider may want informed of the final plat process, and any person who has the authorization to act on behalf of the subdivider.
- (b) Street profiles that show existing ground surface elevations based on a current field survey, the curb grades, and the lengths of all vertical curves of the streets within the final plat which are to be dedicated to the public. The grades shall be in accordance with the minimum standards of the city and, upon acceptance by the city, shall become the official established grades.
- (c) The proposed species and location of trees for each street and private roadway within and adjacent to the subdivision, including the common and botanical name, size at planting, method of handling, and the quantity of each species. The landscape plan shall have a note stating a certified landscape contractor as approved by the Parks and Recreation Department shall be used to install street trees.
- (d) The proposed location, design, and materials to be used in all required landscape screens. (Ord. 18502 §17; February 14, 2005: prior Ord. 18230 §11; August 18, 2003: Ord. 13956 §14; September 17, 1984: Ord. 13157 §41; June 29, 1981).

#### **26.19.041 Survey Requirements.**

- (a) A land survey is required to support data furnished on the final plat, and this survey shall conform to all requirements set forth in this section. The survey shall tie into the state plan coordinate system. All angles and dimensions shown on the plat shall be field measured. The survey of the centerline of all streets within the plat and the periphery of the plat shall mathematically close with an error of not more than one in twenty-five thousand (1/25,000). The final plat shall include a certificate signed by a registered land surveyor certifying that he has accurately surveyed the subdivision and attesting to the accuracy of the survey, the correct location

of all permanent survey monuments shown, and that the lots, block, streets, alleys, public ways and grounds are staked and marked as herein required. The surveyor's certificate shall include a metes and bounds traverse description of the land being subdivided and the number of acres included. The surveyor's name, land surveying registration number, address, and if applicable, firm name shall appear below his signature; however, the letters of the firm name shall be no larger than those used within the surveyor's certificate and shall not appear elsewhere on the final plat.

(b) The land surveyor who performs the survey and certifies the final plat shall be obligated to place all of the following monuments and stakes in the subdivision and show the same on the final plat:

(1) A permanent monument at each of the final plat corners of the periphery of the subdivision.

(2) A permanent monument on the centerline of each street within the final plat or abutting thereon, at each street intersection, at the intersection of each street and railroad right-of-way, and at each point of tangency and curvature.

(3) A permanent metal stake shall be installed designating lot corners and block corners within the subdivision. However, to facilitate grading and installation of utilities, the surveyor may be relieved temporarily from placing permanent metal stakes designating lot and block corners and may be allowed to initially place temporary metal stakes to designate all block corners, points of tangency and curvature along the periphery of each block, and the centerline of proposed water main, wastewater collector, and storm drain easements upon the following terms and conditions:

(i) That the subdivider file a bond with the city in an amount and form approved by the city attorney to ensure compliance with the permanent staking requirements of this section.

(ii) That the subdivider enter into an agreement with the city that all the permanent staking requirements of this section shall be met prior to the construction on or the conveyance of any lot shown on the final plat.

(4) Should conditions exist that prohibit the placing of monuments and stakes on the line or if necessary building construction would remove the monument or stake, off-set marking may be permitted; provided, however, that the exact off-set courses and distances are shown on the final plat.

(c) The length, size, material, and approximate depth of all monuments and metal stakes placed in making the survey shall be designated by the Department of Public Works and Utilities. (Ord. 16950 §11; March 11, 1996; prior Ord. 14565 §18; December 15, 1986: Ord. 13956 §15; September 17, 1984: Ord. 13157 §42; June 29, 1981).